

**D.C. OFFICE OF THE ATTORNEY GENERAL
GOVERNMENT OF THE DISTRICT OF COLUMBIA**



POSITION VACANCY ANNOUNCEMENT

ANNOUNCEMENT NO: 16-025	POSITION TITLE: Trial Attorney
POSITION GRADE & SERIES: LS-0905-11/12	SALARY: \$63,481 - \$76,086 Grade LS-11/01 –12/01 (Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines)
OPENING DATE: March 30, 2016 CLOSING DATE: April 20, 2016	TOUR OF DUTY: 8:15 am – 4:45 pm Monday - Friday
AREA OF CONSIDERATION: Open to the Public	DURATION OF APPOINTMENT: Term Appointment (13 Months)
WORKSITE LOCATION: Office of the Attorney General for the District of Columbia Child Support Services Division Legal Services Section 441 4 th Street NW Washington, D.C. 20001	NO. OF VACANCIES: One (1)

COLLECTIVE BARGAINING UNIT: This position is in the collective bargaining unit represented by AFSCME Local 2401 and you may be required to pay an agency service fee through direct payroll deduction.

BRIEF DESCRIPTION OF DUTIES: The Aging Cases and Judgment Renewal (ACR) Unit of the Child Support Services Division (CSSD) in the Office of the Attorney General for the District of Columbia seeks a trial attorney. CSSD administers the District's child support services program which includes locating non-custodial parents, establishing legal paternity, establishing support orders, enforcing legal and medical support obligations, and modifying support orders. The Division also manages the State Disbursement Unit which processes all child support payments, collections and disbursements.

The incumbent represents the District and custodial parents in all aspects of Child Support litigation from initial entry of a support order, to modification of the order, to civil and criminal contempt enforcement. The incumbent appears in court approximately 4 to 5 days a week to negotiate consent orders or conduct contested hearings. The focus of this position will be to seek paternity and support orders for a specific subcategory of cases and to obtain orders renewing judgments in cases nearing the applicable statute of limitations. The legal work is fast paced and high-volume.

ELIGIBILITY: The successful candidate should demonstrate an interest in performing trial work in the public sector and a commitment to advocating on behalf of children. The candidate must also have a law degree **and** be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.

TO APPLY: If you are interested in this opportunity, please e-mail a PDF file (addressed to Shawn Winslow, Management Liaison Specialist, Office of the Attorney General for the District of Columbia, 441 4th Street, N.W., Suite 1100 South, Washington, D.C. 20001) which includes: 1) a cover letter (including the vacancy number) summarizing why you are interested, the skills and abilities you possess that will enable you to succeed in this position; 2) a resume; 3) list of three references; and 4) writing sample to OAG.RecruitmentAttorney@dc.gov.

PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Employee's eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if deemed qualified.

EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.

VETERANS PREFERENCE: Applicants claiming veteran's preference must submit official proof of the time of application.

DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.

OTHER INFORMATION: The final candidate will be subject to a background investigation including reference checks.

EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, or political affiliation.

NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual

orientation, familial status, family responsibilities, matriculation, political affiliation, disability, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.

The District of Columbia Government is an Equal Opportunity Employer.